

## PUBLIC WORKS

### OVERVIEW OF BUDGET

**DEPARTMENT: PUBLIC WORKS**  
**DIRECTOR: KEN A. MILLER**

The Public Works Department was established on March 14, 2000 resulting from the Board of Supervisors approving a restructuring of the county's organization. This department includes divisions for Regional Parks, Transportation, Solid Waste, and the Flood Control District. The department's mission is to maintain county roads, administer special transportation projects, manage the Surveyor functions, provide recreational opportunities for the public through the use of regional parks, oversee the operation and management of the county's solid waste system, and provide flood control and related services throughout the County. The Public Works Department has responsibility for the following budget units (the Flood Control District is included in the Special Districts budget book):

2003-04						
	Appropriation/ Operating Exp	Revenue	Local Cost	Fund Balance	Rev Over/ (Under Exp)	Staffing
<b>Regional Parks Div</b>						
Regional Parks	6,758,286	5,803,925	954,361			117.1
County Trail System	9,289,986	9,225,000		64,986		4.0
Moabi Boat Launch Facility	948,000	1,222,000		(274,000)		-
Proposition 12 Projects	2,234,184	2,164,184		70,000		-
Proposition 40 Projects	1,000,000	1,000,000		-		-
Glen Helen Amphitheater	1,126,417	1,087,000		39,417		-
Park Maintenance /Dev	619,457	185,000		434,457		-
Calico Marketing	371,370	370,500		870		1.0
Off-Highway Veh License	87,242	25,000		62,242		-
Glen Helen Pavilion Imp	193,658	29,500		164,158		-
Park Snack Bars	71,129	76,600		-	5,471	1.3
<b>Transportation Div</b>						
Surveyor	3,310,588	3,310,588	-			39.4
Survey Monument	305,937	94,190		211,747		-
Road Operations	67,078,421	52,112,083		14,966,338		357.7
CalTrans Contract	148,186	298,186		(150,000)		-
Etiwanda Interchange	629,000	479,000		150,000		-
High Desert Corridor	839,300	772,225		67,075		-
Development Projects	3,760,952	779,743		2,981,209		-
Measure I Funds	21,434,383	8,793,864		12,640,519		-
<b>Solid Waste Division</b>						
Operations	46,513,636	45,543,580			(970,056)	74.4
Site Closure/Maint	10,806,246	10,059,246			(747,000)	-
Site Enhancement/Exp	3,806,788	8,204,667			4,397,879	-
Groundwater Remediation	3,422,934	9,283,976			5,861,042	-
Environmental Mitigation	2,003,000	2,095,595			92,595	-
<b>TOTAL</b>	<b>186,759,100</b>	<b>163,015,652</b>	<b>954,361</b>	<b>31,429,018</b>	<b>8,639,931</b>	<b>594.9</b>

**Note:** Including the Flood Control District, the total 2003-04 budget is as follows: Appropriation (\$300,316,252); Revenue (\$224,585,547); Local Cost (\$954,361); Fund Balance (\$59,225,558); and Staffing (755.0).

### BUDGET UNIT: REGIONAL PARKS (AAA CCP)

#### I. GENERAL PROGRAM STATEMENT

The Regional Parks Division is responsible for the operation and maintenance of nine regional parks located throughout the county. These parks, which encompass approximately 9,200 acres, are as follows: Prado (Chino), Cucamonga-Guasti (Ontario), Glen Helen (San Bernardino), Mojave River Forks (Summit Valley), Mojave Narrows (Victorville), Moabi (Needles), Lake Gregory (Crestline), Yucaipa, and Calico Ghost Town (Yermo). The division also oversees the operation of 180 acres at the Big Morongo Canyon Wildlife Preserve in Morongo Valley. Together, these parks offer open space, trails, camping, swimming, fishing, picnicking, equestrian activities, playing fields, and other recreational opportunities to the public. The division sponsors special cultural, educational and promotional events through the use of park resources and contractual agreements with private, non-profit, and other public entities.

## PUBLIC WORKS

### II. BUDGET & WORKLOAD HISTORY

	<u>Actual 2001-02</u>	<u>Budget 2002-03</u>	<u>Estimated 2002-03</u>	<u>Department Request 2003-04</u>
Total Appropriation	5,817,430	6,407,943	6,385,586	6,758,286
Total Revenue	<u>5,438,542</u>	<u>5,760,448</u>	<u>5,792,435</u>	<u>5,803,925</u>
Local Cost	378,888	647,495	593,151	954,361
Budgeted Staffing		117.1		117.1
<b><u>Workload Indicators</u></b>				
Attendance (*):				
Calico Ghost Town	314,350	372,200	336,300	346,300
Moabi	289,115	330,700	318,000	331,700
Glen Helen	563,345	647,000	574,600	653,000
Mojave Narrows	78,224	89,400	82,100	86,000
Prado	286,517	280,400	277,900	281,000
Cucamonga-Guasti	148,838	164,800	159,200	160,700
Yucaipa	305,140	328,400	329,500	331,000
Lake Gregory	290,111	294,400	287,200	293,000
Mojave River Forks	<u>11,820</u>	<u>8,700</u>	<u>11,938</u>	<u>12,000</u>
Total Attendance	<u>2,287,460</u>	<u>2,516,000</u>	<u>2,376,738</u>	<u>2,494,700</u>

### III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

#### **STAFFING CHANGES**

None.

#### **PROGRAM CHANGES**

None.

#### **OTHER CHANGES**

None.

### IV. VACANT POSITION IMPACT

Regional Parks has a total of 10.7 vacant budgeted positions in their 2003-04 Department Request Budget. The breakdown of these positions is as follows:

Vacant Budgeted Not In Recruitment	0.0	Slated for Deletion
Vacant Budgeted In Recruitment	<u>10.7</u>	Retain
Total Vacant	10.7	

Of these 10.7 vacant budgeted positions, 8.7 are seasonal workers that are needed during the summer months.

### V. OTHER POLICY ITEMS

None.

## **PUBLIC WORKS**

### **VI. FEE CHANGES**

Regional Parks is proposing the following fee revisions: a new discount walking entrance pass (\$25/year) at Glen Helen, Mojave Narrows, Prado, Cucamonga Guasti, Yucaipa, and Mojave River Forks for patrons who frequently utilize these parks for walking or exercising purposes; a new senior discount vehicle entrance pass (\$65/year) at Moabi, Glen Helen, Mojave Narrows, Prado, Cucamonga Guasti, Yucaipa, and Mojave River Forks; and a \$5 reduction for the rental of electric motors and batteries at Lake Gregory. The department is proposing these fee changes to encourage more customer use of the parks and its facilities. The overall financial impact is expected to be minimal.

GROUP: Economic Development/Public Services  
DEPARTMENT: Public Works - Regional Parks  
FUND: General AAA CCP

FUNCTION: Rec & Cultural Services  
ACTIVITY: Recreation Facilities

## ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	Board Approved Base Budget
<b><u>Appropriation</u></b>					
Salaries and Benefits	3,957,006	3,977,343	370,145	-	4,347,488
Services and Supplies	2,285,877	2,287,897	(57,968)	-	2,229,929
Central Computer	26,605	26,605	(5,311)	-	21,294
Transfers	<u>130,098</u>	<u>130,098</u>	<u>-</u>	<u>-</u>	<u>130,098</u>
Total Exp Authority	6,399,586	6,421,943	306,866	-	6,728,809
Reimbursements	<u>(14,000)</u>	<u>(14,000)</u>	<u>-</u>	<u>-</u>	<u>(14,000)</u>
Total Appropriation	6,385,586	6,407,943	306,866	-	6,714,809
<b><u>Revenue</u></b>					
Use of Money & Prop	1,184,900	1,134,900	-	-	1,134,900
Current Services	4,559,535	4,574,748	-	-	4,574,748
Other Revenue	<u>48,000</u>	<u>50,800</u>	<u>-</u>	<u>-</u>	<u>50,800</u>
Total Revenue	5,792,435	5,760,448	-	-	5,760,448
Local Cost	593,151	647,495	306,866	-	954,361
Budgeted Staffing		117.1	-	-	117.1

GROUP: Economic Development/Public Services  
DEPARTMENT: Public Works - Regional Parks  
FUND: General AAA CCP

FUNCTION: Rec & Cultural Services  
ACTIVITY: Recreation Facilities

## ANALYSIS OF 2003-04 BUDGET

	E	F	E+F	H	G+H	J	I+J
	Board	Recommended	G	H	I	J	K
	Approved	Program	2003-04	Vacant	2003-04	Recommended	2003-04
	Base	Funded	Department	Position	Proposed	Vacant	Recommended
	Budget	Adjustments	Request	Impact	Budget	Restoration	Budget
	(Adjusted)						
<b>Appropriation</b>							
Salaries and Benefits	4,347,488	290	4,347,778	-	4,347,778	-	4,347,778
Services and Supplies	2,229,929	17,885	2,247,814	-	2,247,814	-	2,247,814
Central Computer	21,294	-	21,294	-	21,294	-	21,294
Transfers	<u>130,098</u>	<u>25,302</u>	<u>155,400</u>	-	<u>155,400</u>	-	<u>155,400</u>
Total Expen Authority	6,728,809	43,477	6,772,286	-	6,772,286	-	6,772,286
Reimbursements	<u>(14,000)</u>	-	<u>(14,000)</u>	-	<u>(14,000)</u>	-	<u>(14,000)</u>
Total Appropriation	6,714,809	43,477	6,758,286	-	6,758,286	-	6,758,286
<b>Revenue</b>							
Use of Money & Prop	1,134,900	45,900	1,180,800	-	1,180,800	-	1,180,800
Current Services	4,574,748	(623)	4,574,125	-	4,574,125	-	4,574,125
Other Revenue	<u>50,800</u>	<u>(1,800)</u>	<u>49,000</u>	-	<u>49,000</u>	-	<u>49,000</u>
Total Revenue	5,760,448	43,477	5,803,925	-	5,803,925	-	5,803,925
Local Cost	954,361	-	954,361	-	954,361	-	954,361
Budgeted Staffing	117.1	-	117.1	-	117.1	-	117.1

## PUBLIC WORKS

### Base Year Adjustments

Salaries and Benefits	119,996	MOU.
	205,658	Retirement.
	44,491	Risk Management Workers' Comp.
	<u>370,145</u>	
Services and Supplies	(25,900)	4% Spend Down Plan.
	(3,975)	Incremental change in EHAP.
	(59,377)	30% Cost Reduction Plan.
	31,284	Risk Management Liabilities.
	<u>(57,968)</u>	
Central Computer	<u>(5,311)</u>	
Total Appropriation	<u>306,866</u>	
Total Revenue	<u>-</u>	
Local Cost	<u>306,866</u>	

### Recommended Program Funded Adjustments

Salaries and Benefits	<u>290</u>	No change in staff. Additional amount is due to minimal increase in termination benefits.
Services and Supplies	43,187	Increases in maintenance, advertising, and vehicle charges.
	<u>(25,302)</u>	GASB 34 accounting change (EHAP).
	<u>17,885</u>	
Transfers	<u>25,302</u>	GASB 34 accounting change (EHAP).
Total Appropriation	<u>43,477</u>	
Revenue		
Use of Mny & Prop	<u>45,900</u>	Increase in concessionaire revenues primarily from Calico Regional Park.
Current Services	<u>(623)</u>	Minimal decrease from park admission, swimming, camping and fishing fees.
Other Revenue	<u>(1,800)</u>	Slight decrease from sale of fire wood and fishing licenses.
Total Revenue	<u>43,477</u>	
Local Cost	<u>-</u>	

## PUBLIC WORKS

### Vacant Position Impact Summary

	<u>Authorized</u>	<u>Budgeted Staffing</u>	<u>Salary and Benefit Amount</u>	<u>Revenue</u>	<u>Local Cost</u>
Vacant Budgeted Not In Recruitment - Delete	-	-	-	-	-
Vacant Budgeted In Recruitment - Retain	96	(10.7)	(239,050)	(239,050)	-
Total Vacant	96	(10.7)	(239,050)	(239,050)	-

### Vacant Position Impact Detail

	<u>Position Number</u>	<u>Budgeted Staffing</u>	<u>Salary and Benefit Amount</u>	<u>Revenue</u>	<u>Local Cost</u>
<u>Vacant Budgeted In Recruitment - Retain</u>					
<i>Park Ranger II</i>	04240	(1.0)	(46,884)	(46,884)	-
<i>Park Superintendent I</i>	07143	(1.0)	(55,593)	(55,593)	-
<i>Public Service Employees (Seasonal)</i>	Various	(8.7)	(136,573)	(136,573)	-
Total in Recruitment Retain		(10.7)	(239,050)	(239,050)	-

NOTE: Regional Parks is in the process of recruiting for a number of Public Service Employees to work this summer in a number of capacities including lifeguards, maintenance workers, snack bar attendants, and working the front gate.